



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY EXECUTIVE

File #: 24-320

Board Meeting Date: 5/7/2024

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Michael P. Callagy, County Executive
Subject: Use of District-Discretionary **Measure K** Funds - Supervisorial District 4 and Supervisorial District 5

RECOMMENDATION:

Measure K: Adopt a resolution authorizing a one-time grant of district-discretionary **Measure K** funds, not to exceed \$26,000, to the City of South San Francisco to assist with start-up costs, engagement, and outreach for a free shuttle line extension to include a stop at the Colma Veterans Village, and a special Memorial Day shuttle service for veterans, and authorizing the County Executive, or designee, to execute the grant agreement.

BACKGROUND:

Measure K is the half-cent general sales tax initially approved by San Mateo County voters in November 2012 and extended in November 2016 for a total of thirty years.

The Board of Supervisors (Board) held study sessions on **Measure K** expenditures and approved funds for the fiscal year (FY) 2023-24 budget cycle, divided equally among the five supervisorial districts, for one-time district-discretionary needs and projects. Districts 4 and 5 have submitted a request to use their district-discretionary **Measure K** funds as shown below and described in the Project Summary section of this memorandum:

District/Project	Amount
Even split between District 4 (Supervisor Slocum) and District 5 (Supervisor Canepa) - City of South San Francisco to assist with start-up costs, engagement, and outreach for a free shuttle line extension to include a stop at the Colma Veterans Village, and a special Memorial Day shuttle service for veterans.	\$26,000 (\$13,000 apiece)

This item is consistent with the criteria for district-discretionary **Measure K** funds approved by the Board in December 2018. District 4 and District 5 indicate that this organization is either a public agency operating within the County or a nonprofit organization registered and in good standing with

the California Attorney General. District 4 and District 5 indicate that the sponsoring Board members, members' family, and members' supervisory staff do not serve as an officer, director, or play a policy role for the grantee organization.

PROJECT SUMMARY:

This is a request to authorize a grant to the City of South San Francisco, and resulting grant agreement, in an amount not to exceed \$26,000, to assist with start-up costs, engagement, and outreach for a free shuttle line extension to include a stop at the Colma Veterans Village and a special Memorial Day shuttle service for veterans. The funding will include a special Memorial Day shuttle to and from Colma Veterans Village to take the residents to Memorial Day services at Golden Gate National Cemetery. The County Executive's Office will administer and manage the proposed agreement. Districts 4 and 5 indicate that this organization has not previously received **Measure K** district-discretionary funding.

Last year, the San Mateo County Veterans Commission recommended to Supervisor Warren Slocum, the liaison to the Commission, that the veterans who live at Colma Veterans Village in Colma needed better access to public transportation. The option available to these veterans, many with mobility issues, was the SamTrans bus service with bus stops in either direction over a half mile away.

After meeting with officials from SamTrans, the City of South San Francisco and the Town of Colma over the ensuing months, a solution for the veterans at Colma Veterans Village was found. The City of South San Francisco already has free shuttle service in and around South San Francisco, which is funded through the City and a grant from SamTrans. The City of South San Francisco agreed to expand shuttle service to and from Colma Veterans Village and the Town of Colma agreed to assist with the funding, through June 2025 (when the next application to continue the South San Francisco Shuttle would occur). After surveying the residents of Colma Veterans Village, a route has been established that will be free of charge and allow them to transfer to other routes within South San Francisco. The route will begin operations at the end of May or in early June 2024.

This district-discretionary grant will enable the City of South San Francisco, in collaboration with the Town of Colma, to engage in outreach to expand free shuttle services to Colma Veterans Village, allowing the veteran residents ease of travel within Colma and South San Francisco. It will also allow for a special Memorial Day Shuttle to and from Colma Veterans Village to take the residents to the Memorial Day services at Golden Gate National Cemetery in San Bruno.

Districts 4 and 5 have informed the grantee organization that this grant is one-time only, and that the grantee organization will need to find other sources of funding going forward. The grantee organization will use the **Measure K** grant as follows:

Start-up costs (approximately \$24,000):

Consultant (\$10,000)

Printing of updated shuttle schedules (\$10,000)

Staff time (\$2,000)

New stop sign production and installation (\$1,000)

App updates, including new stop and schedule changes (\$500)

GTFS feed update (\$500)

Costs of special Memorial Day shuttle service (approximately \$2,000)

The project or services funded by this district-discretionary grant will be implemented or provided beginning May/June 2024 and is estimated to be completed by June 30, 2025.

Total Measure K Request: Not to Exceed \$26,000

The release of funds will be contingent on the execution of an agreement providing for the County’s confirmation of the expenditure of funds for the purposes stated herein. The County will disburse the funds to the following organization for the purposes described above:

Sharon Ranals
City Manager
City of South San Francisco
400 Grand Ave.
South San Francisco, CA 94080
(650) 829-3807
sharon.ranals@ssf.net <<mailto:sharon.ranals@ssf.net>>

PERFORMANCE MEASURES:

Description	Target
Start-up costs, engagement, and outreach for new shuttle service to and from Colma Veterans Village, and a special Memorial Day shuttle service for veterans.	Complete

The County Attorney’s Office has reviewed and approved the agreement and resolution as to form.

FISCAL IMPACT:

There are sufficient **Measure K** funds for this specific FY 2023-24 **Measure K** request. These funds are budgeted in the Non-Departmental Services FY 2023-24 Adopted Budget.